



## City of Portland, Tennessee

### Public Involvement Plan

This plan documents the public involvement procedures of the City of Portland, Tennessee

It is intended to fulfill state and/or federal requirements to submit a description of the public involvement component of plans, programs, and projects considered and undertaken by the City of Portland, Tennessee.

The City of Portland, Tennessee shall conduct its public involvement process in a manner to ensure accountability for its actions, continuous communication with stakeholders and constituents, consistency in approach, and integrity in its dealings.

The City of Portland, Tennessee will coordinate with the appropriate grant related office to determine the applicable level of public involvement. The level of public involvement will depend on the nature and complexity of the project. Public Involvement activities may be as simple as informal conversations with the potentially affected community, notification letters to property owners, announcements in local and minority papers, announcements online and in public buildings, announcements on local television and/or radio, and public meetings.

The following analysis will be used when determining the public involvement methods:

- Will underserved populations be affected?
- Are public meetings being held in a centralized location of the project?
- What agencies/ resources will the city utilize to inform the potentially affected community about the project, plans, meetings, etc. and their opportunity to participate in the decision making process?
- What communication outlets are available in the area?

Any person who thinks they have been discriminated against based on race, color, and national origin should contact the Title VI Coordinator at 615/325-6776.